

**The Kentucky Board of Interpreters for the Deaf and Hard of Hearing
February 1, 2008**

A meeting of the Kentucky Board of Interpreters for the Deaf and Hard of Hearing was conducted on February 1, 2008 at the Division of Occupations and Professions, 911 Leawood Drive, Frankfort, KY.

Members Present

Artie Grassman, Chair
Russell Anderson, Vice Chair
Heather J. Lewis
Timothy E. Owens
Dr. Joyce Wilder

Occupations and Professions

Karen Lockett, Board Administrator
Wendy Satterly, Office Supervisor
Susan Ellis, Fiscal Supervisor

Members Absent

Debbie Ward - Resigned
Teresa M. Flaherty

Others

Scott Porter, Board Attorney
Rachel Payne - Interpreter
Tammy Cantrell- Interpreter
Linda Bozeman – Interpreter
Maria Eberle - Interpreter

Artie Grassman, Board Chair called the meeting to order at 1:10 pm.

Oath of Office

Janet Cox, administered the oath of the office to the new board member Dr. Joyce Wilder.

Artie Grassman extended the welcome to Dr. Joyce Wilder on the board.

An Election of officers were held

Tim Owens nominated Artie Grassman for the Office of Chairperson of the board. Mr. Anderson seconded the motion. The motion carried.

Tim Owens nominated Russell Anderson for the office of Vice Chairman of the board. Artie Grassman seconded the motion. The motion carried.

Heather Lewis made a motion that Tim Owens be the Secretary for the board. Russell Anderson seconded the motion. The motion carried.

Approval of Minutes

Tim Owens made a motion to approve the amended minutes of the November 16, 2007 meeting. Heather Lewis seconded the motion. The motion carried.

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Financial Statement

Dr. Joyce Wilder made a motion for Susan Ellis, Fiscal Supervisor to provide the board with a physical study from the past five (5) years. Mr. Owens questions are (1) How much funds have been collected?, What was the funds spent on without the help from Vocational Rehabilitation?. Susan will report to the board at the next board meeting. Tim Owens seconded the motion. The motion carried.

The board asked Karen Lockett, Board Administrator to provide a count of all Temporary and Full Licensure Interpreters from the past five (5) years.

Russell Anderson made a motion to approve the financial statement as presented. Tim Owens seconded the motion. The motion carried.

Director's Report

Wendy Satterly, Office Supervisor informed the board a little of Director Gerald Hoppmann's, experience with the Department of Finance in budget and auditing.

Artie Grassman and Russell Anderson will discuss meeting with KDCHH and Vocational Rehabilitation with Mr. Hoppmann.

New Business

Ms. Debbie Ward sent her resignation letter to the board. Ms. Ward wanted to thank the board so much for the opportunity to serve the state as a member sent her resignation letter to the board. Ms. Ward wanted to thank the board so much for the opportunity to serve the state as a member of the licensure board for several years. Ms. Ward stated that it has been a privilege and one which she has thoroughly enjoyed. Ms. Ward stated that circumstances, however, has led her to step down. Ms. Ward will continue to support the board's effort of education and advocacy in her hometown and would be willing to serve on the board again in the future.

Wendy Satterly presented the board with the Executive Order from Governor Steven L. Beshear to reduce costs. Ms. Satterly discussed the reduce travel expenses, and being in compliance with this order.

The Board discussed possibly raising licensure fees.

Continuing Education from KyRID- Tabled to next meeting

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Artie Grassman informed the board of the opening position on the board. The candidate has to have his/her license with five (5) years of experience.

Complaint Review

Artie Grassman made a motion to go into executive session at 1:30 a.m. Heather Lewis seconded the motion. The motion carried.

Russell Anderson made a motion to come out of the executive session at 11:55 a.m. Tim Owens seconded the motion. The motion carried.

Russell Anderson presented the board with the 201 KAR 39:100 Complaint Procedures. Ms. Satterly informed the board that the Board Administrator can not serve on the complaint committees.

Artie Grassman made a motion that Russell Anderson, Vice Chair, Tim Owens, Secretary and the Chairman to serve on the complaint committee. Tim Owens seconded the motion. The motion carried.

Artie Grassman informed the board that the complaints can be discussed by e-mail. The committee shall make recommendations to the board and all final decision will be made at the regular board meetings.

07-001- Tim Owens made a motion to dismiss the complaint and not to send any response.

Artie Grassman made a motion to amend the first motion by stating to dismiss complaint 07-001 and to send both parties dismissal letters.

08-001 – Letter was been mailed to the KBI Office for further investigation

Application Approval

Michael Brewer- Approved for reinstatement

Russell Anderson made a motion to approve Michael Brewers reinstatement application. Tim Owens seconded the motion. The motion carried.

Note: Not all licenses are approved at board meetings and listed in the minutes. Typically, according to board policy, two members review each application for approval and send it to the Board Administrator. If applications are pending at the time of a Board meeting, then they are reviewed at the full board meeting

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Old Business

The board reviewed the list of the Interpreters that did not renew for 2007.

The Board requested that the Policy Committee Members be updated for 2008.

Interpreters as Certified Personnel under EPSB

Mrs. Grassman and Mr. Anderson will bring feedback to the board regarding Interpreters as a certified personnel under EPSB at the next regular board meeting.

Travel

Artie Grassman made a motion to approve travel and per diem for today's meeting. Tim Owens seconded the motion. The motion carried.

Next Special Board Meeting

March 7, 2008 at 11:30 am
Elizabethtown Tourism and Convention Bureau
1030 N. Mulberry Street
Elizabethtown, Ky.

Adjourned

Russell Anderson made a motion to adjourned. Heather Lewis seconded the motion. The motion carried.

With no further business to conduct, the board adjourned at 4:20 PM.

Approved by the board,



Artie Grassman
Board Chair